HUMAN RELATIONS DIVERSITY BOARD

1 N. Bluford Avenue
Ocoee, Florida

November 2, 2023 **AGENDA** **6:15 PM**

- **CALL TO ORDER**

  Pledge of Allegiance and Moment of Silence

  Roll Call and Determination of Quorum

- **APPROVAL OF MINUTES**

  1. Minutes from October 5, 2023

- **OLD BUSINESS**

- **NEW BUSINESS**

  1. Discussion on verbiage for Facebook post and promotional materials

- **DEPARTMENT UPDATES**

- **PUBLIC COMMENTS**

- **ADJOURNMENT**

Notice: Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is based. In accordance with Florida Statute 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 1 N. Bluford Avenue, Ocoee FL 34761, (407) 905-3105, 48 hours in advance of the meeting.

More than one Commissioner may participate or hear discussions regarding a matter which will come before the Commission for action.

HUMAN RELATIONS DIVERSITY BOARD
1 N. Bluford Avenue
Ocoee, Florida

October 5, 2023 **MINUTES** **6:15 PM**

- **CALL TO ORDER**

The meeting was called to order by Chair Moyer at 6:21 p.m. in the Commission Chambers of City Hall located at 1 N. Bluford Avenue, Ocoee.

Chair Moyer led the Board in the Pledge of Allegiance to the Flag, followed by a moment of personal reflection. **Recording Clerk Torres** performed roll call and declared a quorum present.

Present: Chair Moyer, Members Singh, Cease, and Mellen

Also Present: Commissioner Hart, Community Relations Manager Wright and Recording Clerk Torres

- **APPROVAL OF MINUTES**

1. Approval of Minutes for the HRDB meetings held September 7,2023:

Motion: Move to approve the September 7, 2023 Minutes; Moved by Member Mellen, seconded by Member Singh. Motion carried unanimously.

- **OLD BUISNESS**

Chair Moyer noted that, following the previous meeting, the recommendation was made to temporarily close McKey Street for use in upcoming events. However, it was clarified that due to ongoing construction, only city-sponsored events would be permitted until the project's completion. Subsequently, **Member Mellen** proceeded to read the Mission Statement.

Motion: Move to read the mission statement after approval of minutes for every upcoming meeting; Moved by Member Mellen, seconded by Member Singh. Motion carried unanimously.

Chair Moyer reported significant strides in promoting Veterans Day, having presented before the City Commission and at an American Legion event. The Winter Garden American Legion has expressed interest in endorsing the City of Ocoee's Veterans Day event, and in return, they've requested support for their event, named "Challenge 22," also scheduled for Veterans Day. **Chair Moyer** advised he will take the initiative to gather additional details and ensure the board stays informed.

- **NEW BUSINESS**

1. Restructure of Mission Statement

Chair Moyer asked if **Recording Clerk Torres** knew what this item entailed, to which **Recording Clerk Torres** responded that the mission statement was set by the Commission and was not to be altered. **Chair Moyer** expressed his desire for improved attendance at HRDB meetings and proposed the development of a strategic plan as a board to address this concern. Members concurred with the Chair and emphasized the importance of HRDB members attending City Commission meetings to provide recommendations. Further discussion ensued on various ideas for promoting the meetings and securing guest speakers.

Commissioner Hart recommended that members attend Commission meetings to voice any issues they encounter and suggest potential solutions. **Member Mellen** sought clarification from Chair Moyer regarding the changes he had in mind. **Chair Moyer** explained that he had consulted with the Director of Support Services and the City Clerk to clarify the board's role. He raised questions about whether the board should serve as ambassadors, suggesting community preferences to the Commission, or if their primary focus should be promoting City events predetermined by the City.

Member Cease referred to specific sections in the Bylaws (D and F) related to the board's objectives, highlighting the need to make suggestions and promote equal treatment and nondiscrimination by the City government. He argued that these objectives already encompassed what Chair Moyer was proposing. Discussion ensued on inviting guests to participate in holiday or special events before Commission meetings on designated days. It was encouraged that board members engage with various communities and ethnic groups to ensure that the board represents all ethnicities, as it is the board's responsibility to proactively seek out these communities.

Member Cease recommended using the city's Facebook page to promote HRDB activities and generate interest, a suggestion that received support from **Community Relations Manager Wright**, who offered to assist with creating a post for the HRDB board.

2. HRDB Budget

Chair Moyer inquired about the budget from **Community Relations Manager Wright,** who reported it to be $2000. **Chair Moyer** then proposed allocating a portion of the budget for purchasing a tent. **Member Mellen** suggested that the HRDB consider collaborating with another board to avoid the expense of acquiring a new tent, and instead, redirect the funds for a different purpose.

Commissioner Hart volunteered to utilize his discretionary fund to purchase the tent if the board decided against partnering with another board. **Chair Moyer** inquired whether pamphlets could be distributed, and **Commissioner Hart** confirmed that they could be handed out during City events. He emphasized the importance of creating a welcoming and inviting atmosphere to engage the public with the HRDB board.

Motion: <u>Move to have Member Cease create a Facebook post and present it during their next meeting; Moved by Chair Moyer, seconded by Member Mellen. Motion carried unanimously.</u>

Member Mellen emphasized the importance of designing the pamphlet to appeal to the diverse cultures in the community. He also stressed the need for a concise and impactful message that aligns with the HRDB board's mission. **Member Cease** added that it was essential for people to easily find out how to contact the board.

Commissioner Hart expressed his desire to distribute these pamphlets to small businesses catering to minorities and various local places in order to reach all cultures within the community.

Chair Moyer informed the board that during his meeting, City Clerk Sibbitt mentioned that Sunshine training and DEI (Diversity, Equity, and Inclusion) training would soon be scheduled for the board. He also mentioned meeting with Commissioner Kennedy upon the Commissioner's request, and the meeting had been productive. **Chair Moyer** shared that he had proposed a rebranding of the board as the "IDEAS" board during a Commission meeting, with Commissioner Kennedy's support. He explained that "IDEAS" stood for Inclusion, Diversity, Equity, Accessibility, and Sustainability. However, **Commissioner Hart** mentioned that this proposal had been rejected by several members of the Commission, and the board would remain the HRDB board. **Member Cease** expressed his interest in getting to work as a board and not focusing on the name, while **Member Mellen** commended the board's evolution into an informative and dynamic entity filled with innovative ideas.

3. DEPARTMENT UPDATES

Community Relations Manager Wright reported that she had no new updates. In response, **Chair Moyer** inquired about the grand opening of Unity Park and was promptly given the date and time

4. PUBLIC COMMENTS

Commissioner Hart commended the board for its excellent performance and expressed a strong desire for the board to undergo a relaunch, actively engage in their intended activities, and carry out their mission. He extended his gratitude to the board members and conveyed his enthusiastic anticipation of the forthcoming work.

5. Set Next Agenda

- Approval of Minutes for the October 5, 2023, meeting
- New Business – Verbiage for Facebook post and promotional materials

Adjournment: meeting adjourned at 7:05 p.m.

ATTESTED:

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Recording Clerk

APPROVED and DATED:

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Chairperson